



CITY OF CHICOPEE

Department of Public Work

PARKS DIVISION

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RECREATION OFFICE 413-594-3481 413-594-3486 (fax.)

Carolyn Porter
Parks Superintendent

Richard Maciolek
Assistant Superintendent

Parks and Recreation Commission Minutes for Tuesday, September 29, 2015

A. Meeting called to order at 7:12pm.

Attendance: Commissioners: Elizabeth Montemagni, Nancy Fenton, Gary Ziembra and Thomas Bresnahan.

Welcome to new Commissioner – Thomas Bresnahan

Motion to have Comm. Ziembra function as chair in Doug Girouard's Absence, by comm. Montemagni, seconded by Comm. Fenton. Approved

B. **Minutes of last meeting:** August 25, 2015 Motion to accept by Comm. Montemagni, seconded by Comm. Fenton. Approved

Meeting suspended to hear from guests. Motion Comm. Montemagni, seconded Comm. Fenton.

Guests: Community Garden Representatives Mary Ann Birch, Reviewed guidelines and application

Return to regular Meeting: Motion by Comm. Fenton, seconded by Comm. Montemagni.

C. **Communications:**

1. Request to use Gazebo for a wedding pictures on October 3, 2015 by John Mills and Paula Carreira. Motion to approve by Comm. Montemagni, seconded by Comm. Fenton. Approved

2. Chicopee High School Soccer Team hosting a youth Soccer Clinic at Szot Park October 14..

Motion to approve by Comm. Montemagni, seconded by Comm. Fenton. Approved.

D. **Recreation Report**

1. Adult leagues: Volleyball and Basketball.
2. Adult Programs: Fitness, Yoga
3. Youth Sport Leagues/Teams & Youth Rec Leagues - soccer
4. Aquatics Programs: Swim Lessons, lap swim, open swim and aqua aerobics
5. Summer Pool badge (season pass) and one day pass - 2015 numbers.
6. New programs – women's basketball fall league
7. Safety – CPR, First Aid, Babysitting classes
8. Bus Trips

E. Maintenance Report

1. Tasks Accomplished in August & Sept-- Priorities: Diamonds turned over to remove grass and ready for winter, repairs to Szot Tennis Court cracks. Other court prioritized: Fairview, Ash, Nash, Dana. Closing facilities for winter – removing water meters, closed water sprays, fountains and bubblers first, then Comfort stations not used by High School teams.
2. Event support: Block Party, Lorraine's Kitchen 5K Reach the Beach Trail Run Sept 19,
22 sporting events at Szot stadium
3. Ongoing: Mowing and trimming all park parcels and cemeteries, Equipment maintenance, painting soccer fields, repair to playground equipment at Ike Albert, Cemetery: pour foundations, Pick up trash at all parks 1-2x a week,
4. Parks Labor Force: 5 openings remain – (1) 3GL, and (4) 5GL interviews October 2

F. Old Business:

1. Wisniowski Park-Our Common Backyards Grant update. Phase II w/ CDBG funds. A meeting with Planning, Mayor and Community Development Director giving permission to proceed with design plans for phase 2. Concern of a neighbor. Should be brought to the police attention and input sought. Current solution is added lighting and placement of a sani-can.
2. Update Szot Phase 2 & phase 3 – Pre-construction meeting Sept 16, reviewed drawings. Gardner Construction will begin construction for accessible pathways October 5.
3. Update Pool renovations for other pools & testing results. Next Meeting October 8 at 10am
4. Chicopee Community Garden Council – Guidelines for review
5. PARC Grant – final version ready for mail Monday and notice to Rep Wagner.
6. Update Lincoln Grove Resource Center – renovations, hiring Program Manager
7. Rivers Park parking lot line painting
8. Large group rental guidelines
9. Other Old Business

G. New Business:

1. Youth Sports Task Force meeting with organizational representatives Sept 21 – facilitated by 2 Springfield College Professors: Dr. Ted France and Dr. Albert Petitpas. Very well attended, good discussion, Shared current reality with each other, Saw possibilities of collaboration with Parks Dept, Spfld College and each other. Topics for future work include: coaching resources, waiver & health forms, cross marketing, winter gym space, and spring preseason gym space
2. Urban forestry bald root plantings at Lincoln Grove in November. Motion to approve bald root planting plan inside fence at Lincoln Grove made by Comm. Fenton, seconded by Comm. Montemagni. Approved.
3. Installation of WiFi at Szot Park. Motion to approve the plan to install WiFi at Szot Park made by Comm. Montemagni, seconded by Comm. Fenton. Approved.
4. Inquiry by Tom Kielbania regarding having an event at Szot Park Memorial Day Weekend also consideration of a Winter Carnival. Commission invites Tom Kielbania to bring a plan forward.
5. Suggestion regarding early sale of Season Pool Passes usable for winter and summer. Discussed idea to begin promotion of the pool season pass now through the winter to encourage indoor pool use. The pass would be good for the summer of 2016 as well. Motion to approve the plan by Comm. Montemagni, seconded by Comm. Fenton. Approved

6. Fairview playground – partnership with school and PAC. Meeting October 7, 10am. Motion that Parks Commission support this plan up front with \$20,000 from OPEE Day Camp special account, but given the likely hood of additional expenses, to hold an additional \$10,000 from the revolving fund for those expenses. Made by Comm. Montemagni, seconded by Comm. Fenton. Approved.
7. Request for access to pass a water main through Williams Park by Tighe & Bond for City. Motion, Given the low impact on the usability of the park during the installation of the redundant water line it is approved with no long term storage offered. Made by Comm. Montemagni, Seconded by Comm. Fenton. Approved
8. Park Event Permit Request form for Schools, Non-profits, Businesses for small events. Received.
9. Marketing Plan for Parks and Recreation programs. Received.
10. Completion of Capital Assets Report 2015. Received
11. Halloween Costume Walk October 27, Tuesday, Downtown.
12. Other new business.

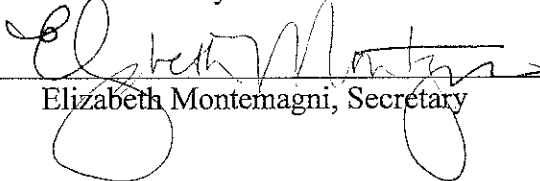
H. Assistant Superintendent's Report

1. Projects: Summer Food Program, Billing for field usage, Field permits
2. Planning Fall/winter programming: Suburban Basketball, Tennis, yoga,
3. Road Race Committee for Lorraine's Kitchen held September
4. CORI checks on youth sport coaches and officials - ongoing
5. City wide Sani-can placement and removal based on usage of fields.
6. Cultural Council Requests submitted Sept 28, review meeting Oct 27.
7. Oversight of reimbursements for Szot Gateway Grant.

I. Meeting adjourned:

Next Meeting: _____ October 20, 2015 _____

Minutes Submitted by:



Elizabeth Montemagni, Secretary